

PLAN REVIEW	
<i>Reviewer</i>	<i>Date</i>
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PERSONAL PROTECTIVE EQUIPMENT

Purpose

Hutchinson Public Schools provides all Employees with required PPE to suit the task and known hazards. This section covers the requirements for Personal Protective Equipment with the exception of PPE used for hearing conservation and respiratory protection or PPE required for hazardous material response to spills or releases that are covered under separate programs.

General Policy

Engineering controls shall be the primary methods used to eliminate or minimize hazard exposure in the workplace. When such controls are not practical or applicable, personal protective equipment shall be employed to reduce or eliminate personnel exposure to hazards. Personal protective equipment (PPE) will be provided, used, and maintained when it has been determined that its use is required and that such use will lessen the likelihood of occupational injuries and/or illnesses.

General Rules

Design

All personal protective clothing and equipment will be of safe design and construction for the work to be performed. Only those items protective clothing and equipment that meet National Institute of Occupational Safety and Health (NIOSH) or American National Standards Institute (ANSI) standards will be procured or accepted for use.



Hazard Assessment and Equipment Selection

Hazard analysis procedures shall be used to assess the workplace to determine if hazards are present, or are likely to be present, which necessitate the use of personal protective equipment (PPE). These procedures will be carried out by the PPE Program Contact Person or Musser Environmental, Inc.

If such hazards are present, or likely to be present, the following actions will be taken:

- ◆ Select, and have each affected Employee use, the proper PPE
- ◆ Communicate selection decisions to each affected Employee
- ◆ Select PPE that properly fits each affected employee.

Defective and damaged equipment

Defective or damaged personal protective equipment shall not be used.

Training

All Employees who are required to use PPE shall be trained to know at least the following:

- ◆ When PPE is necessary;
- ◆ What PPE is necessary;
- ◆ How to properly don, remove, adjust, and wear PPE;
- ◆ The limitations of the PPE
- ◆ The proper care, maintenance, useful life and disposal of the PPE.

Each affected Employee shall demonstrate an understanding of the training and the ability to use PPE properly, before being allowed to perform work requiring the use of PPE.

Certification of training for PPE is required by OSHA and shall be accomplished by using the Job Safety Checklist to verify that each affected Employee has received and understood the required PPE training.



